



STATE PROCUREMENT OFFICE
NOTICE OF REQUEST FOR EXEMPTION
FROM HRS CHAPTER 103D

#2012-1039

'12 JUN 15 P1:38

STATE PROCUREMENT OFFICE
STATE OF HAWAII

TO: Chief Procurement Officer

FROM: Public Safety / Women's Community Correctional Center
Name of Requesting Department

Pursuant to HRS § 103D-102(b)(4) and HAR chapter 3-120, the Department requests a procurement exemption for the following:

1. Describe the goods, services or construction:

Purchase of unleaded regular gasoline and diesel fuel.

2. Vendor/Contractor/Service Provider:

Aloha Petroleum, Ltd.

3. Amount of Request:

\$ 20,000.00

4. Term of Contract From: CPO Approval To: 12 month

6/18/12 - 6/27/13 *for 6/25/12*

5. Prior SPO-007, Procurement Exemption (PE): NONE

6. Explain in detail, why it is not practicable or not advantageous for the department to procure by competitive means:

On June 1, 2012, Women's Community Correctional Center (WCCC) was notified that the Kailua Station will be closing once the station's supply of gasoline runs out. On June 7, 2012, Notice to SPO PL 11-05E, was issued, recommending that agencies refuel at another Tesoro location. The notice also stated that the official closure date of the Kailua Station is June 15, 2012. The recommendation is not a viable solution as WCCC's vehicles are used for inmate transport. This would mean additional costs to the agency to go out of its way to refuel their vehicles, in addition, they may be exposing the public to undue risks should they need to go out of their way for a refueling site. The station that is closing is located at 1143 Kailua Road and is 1.11 miles from the facility. An Aloha Petroleum station, 1247 Kailua Road, is located 0.96 miles away from the facility, whereas the Tesoro Stations located in Kalihi are between 11.18 miles to 12.67 miles, an additional 40-minute round trip.

Due to the short notice of the closure a solicitation is not possible.

7. Explain in detail, the process that will be or was utilized in selecting the vendor/contractor/service provider:

The contractor selected is close to the facility, is HCE compliant (see attached) and the restriction to purchase only regular unleaded gasoline and diesel will be adhered to.

8. Identify the primary individual(s) who is knowledgeable about this request, who will conduct and manage this process, and has 1) completed mandatory training; and 2) who may contact for follow up inquiry, if any.
(Type over "example" and delete cells not used.)

Name of Department Personnel	Division/Agency	Phone Number	e-mail address
Marc S. Yamamoto <i>may 4/12/12</i>	ASO/PC	808-587-1215	marc.s.yamamoto@hawaii.gov
Mark Patterson	WCCC-Warden	808-266-9590	mark.k.patterson@hawaii.gov

*All requirements/approvals and internal controls for this expenditure is the responsibility of the department.
I certify that the information provided above is, to the best of my knowledge, true and correct.*

Neil Sullivan

Department Head Signature

6/14/12

Date

For Chief Procurement Officer Use Only

Date Notice Posted: *6/18/2012*

Submit written objection to this notice to issue an exempt contract within seven calendar days or as otherwise allowed from date notice posted to:

state.procurement.office@hawaii.gov

Chief Procurement Officer (CPO) Comments:

The department may use SPO Price List Contract No. 11-05-SW whenever practicable. For situations where it is not practicable, approval is granted for the period 06/28/12 to 06/27/13 to allow the department to use the station that is closest to WCCC in obtaining the 87-grade regular unleaded gasoline. Department is reminded that pursuant to Comptroller Memorandum CM2010-34, purchases of premium 92-grade or mid 89-grade gasoline are strictly prohibited unless pre-approved by the Comptroller's Office. This approval is for the solicitation process only, HRS section 103D-310(c) and HAR section 3-122-112, shall apply (i.e. vendor is required to be compliant on the Hawaii Compliance Express). The department shall maintain an expenditure record for the purchase of fuel and shall post the total quarterly expenditure onto the Awards Reporting System within 7 days from the close of each quarter. If there are any questions, please contact Bonnie Kahakui at 587-4702, or bonnie.a.kahakui@hawaii.gov.

☒ Approved

☐ Disapproved

☐ No Action Required

Bonnie A. Kahakui
Chief Procurement Officer Signature

6/28/2012
Date